

**STANDARD  
SEARCH  
REQUESTS-  
MAGNETIC TAPE  
SPECIFICATIONS**

The following are the input specifications for the State PLS standard search process for counties mailing submissions on tape.

<u>Field Name</u>	<u>Length</u>	<u>From</u>	<u>To</u>	<u>Description</u>
Social Security	9	1	9	Social Security Number of the individual.
Requestor	1	10	10	Constant "F"
County	2	11	12	Your numeric County Code
District	2	13	14	Numeric or Alpha District Code of Requestor or space filled.
Last Name	16	15	30	Last Name of the individual is to be left justified and space filled, no special characters. See Exhibit 1 for examples of acceptable name entries.
First Name	15	31	45	First Name of the individual is to be left justified and space filled, no special characters. See Exhibit 1 for examples of acceptable name entries.
Middle Initial	1	46	46	Middle Initial of the individual or space filled. Optional field.
Case Number	12	47	58	Court Case or FIA Number; is to be left justified and space filled

<u>Field Name</u>	<u>Length</u>	<u>From</u>	<u>To</u>	<u>Description</u>
Case Type	1	59	59	The IV-D case type. Specify "A" for an FIP IV-D case or an FIP arrear-age case. Specify "N" for a non-FIP IV-D case
Search Code	1	60	66	Alpha code(s) to identify search(es) requested. If blank defaults to L. No intervening commas or periods.  F = FPLS L = APL T = 1099

Tapes are: Unlabeled  
Unblocked  
1600 BPI  
Odd Parity  
9 Track  
BCD Mode

Label tape reels with:

"Standard Search Requests"  
Requestor name; e.g., \_\_\_\_\_ County FOC  
Requestor address  
Number of requests on tape

Submit tape to:

Michigan Family Independence Agency  
Office of Child Support  
State Parent Locator Services  
P.O. Box 30478  
Lansing, Michigan 48909-7978